ENQUIRY LETTER

Enquiry No. 1(2)/AC PLANT/E(E/S)/AHM/2019-20

TO,

SUB: ENQUIRY FOR MAINTENANCE OF 4 X 70 TON AC PLANT AT DDK AHMEDABAD

Due Date For Receipt of Quotation 25.02.2020

Time By : 15.00 Hrs.

Sir,

Sealed quotations conforming to the specifications are invited for the following items:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description Of Item</th>
<th>Qty.</th>
<th>Specification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>MAINTENANCE OF 4 X 70 TON AC PLANT AT DDK AHMEDABAD</td>
<td>job</td>
<td>Please see ‘Annexure-I’</td>
</tr>
</tbody>
</table>

The envelope, super scirbed as under be sent as per the clause ‘A’ of general terms and conditions.

Note:

(i) Firms or their authorized representatives can attend the opening of bids after closing time i.e. on 25.02.2020 at 15:00 hours.
(ii) Financial bids should be in sealed covers.

Quotation may please be submitted, keeping in view, the terms and conditions overleaf, otherwise Quotation will be rejected.

The tender is also available on https://epublish.gov.in
GENERAL TERMS AND CONDITION

A. The sealed quotation should reach on or before the specified date in the enquiry letter addressed to
the Dy. Director General (E), Prasar Bharati, Doordarshan Kendra, Drive in Road, Thaltej,
Ahmedabad-380054.

THE COVER SHOULD BE SUPERSCRIBED WITH THE FOLLOWING:

a. Reference to letter of enquiry.
b. Due date of opening quotation.

B. This office takes no responsibility for delay, loss or non-receipt of quotations/documents sent by
post where as reserves the right to accept or reject any part of the tender without assigning any
reasons.

C. Corrections if any must be attested. All rates shall be indicated both in words as well as in figures,
where there is a difference between rates quoted in words and figures, rate quoted in words will
prevail. The firm has to submit the signed copy of the Terms and Conditions along with the
quotation. The submission is for the acceptance of the general terms and conditions without which
the quote would be rejected.

D. Forward your quotation along with the authorization letter from the manufacture/ Authorized
Dealer.

E. RIGHT OF ACCEPTANCE:
This office reserves the right to reject the lowest tender or any or all the tenders without assigning
any reason whatsoever.

F. QUOTATIONS VALIDITY:
Quotation should be valid for a minimum period of 6 months i.e. 31 July 2020.

G. QUALIFYING BID:
The vendor may quote separate rates for accessories, but while awarding winner, total cost of the
tender will be taken into consideration. (i.e. L1 will be decided on total cost of the system).

H. GURANTEE TERMS:
The supplier should provide warranty / guarantee for minimum one years and onsite support. Any
parts failing during the guarantee period shall be repaired / replaced free of charge by the supplier at
the installation site.

I. Qualification Criteria
1. Bidder should have experience of minimum three years in the field of maintenance
   of A. C. plant. Details of experience must be enclosed.
2. The bidder should have valid GST / PAN number. It is required to mention GST/ PAN
   number and must enclose copy of the registration without which bid would be rejected.
J. **PRICE & STATUTORY DUTIES:**

1. It should be mentioned specifically whether the price quoted includes all taxes and duties.

2. GST or other duties and levies where legally leviable and intended to be claimed should be distinctly and separately mentioned in the quotation. Where it is not done no claim for GST will be admitted at any later stage and no ground whatsoever.

3. GST registration No. and date of its validity should be mentioned.

4. This office will not issue any Form such as ‘C’, ‘D’ etc.

K. **PAYMENT TERMS:**

1. Payment will be made, after completion of work in good condition and submitting the invoice for the same. No advance payment will be made.

2. Payment would be in Indian Rupees by cheque/DD.

3. Payment would be made after every quarter.

L. **COMPLIANCE TO ANNEXURE -I**

a) Compliance statement in respect of all the points laid down in this Specification is to be enclosed along with the offer in the format given below.

b) Compliance statement in the format mentioned below shall only be accepted.

c) The manufacturer/dealer should also record the performance figures of their equipment offered in the quote for which the compliance statement is enclosed. The figure so mentioned should be supported by record of these in the technical literature enclosed with the tender and reference to the page number of enclosed literature for all features and technical specifications should be mentioned in the compliance Statement. Any deviation from the specification detailed in the compliance statement is to be highlighted separately.

d) It is advised that bidder may inspect the site before submitting the tender and clearly understanding the exact scope of the work.
M. **ENCLOSURES:**

The firm must submit the following enclosures along with the tender.

1) Financial bid with all quoted items as per annexure I.
2) Compliance statement with respect to all the points of the specifications in Annexure-I.
3) Signed copy of general terms and condition by the authorized person. Printed terms and conditions of tendering firms will not be considered as forming part of their tender
5) Any other document mentioned elsewhere in the tender document.

The tender is liable to be rejected in the absence of the above enclosures with the sole responsibility of the tenderer.

N. **THE TENDERER CAN SUBMIT THEIR BIDS, IF THEY CAN PROVIDE THE SERVICES MENTIONED ABOVE. THE L1 WILL BE DECIDED ON THE BASIS OF CONSOLIDATED TOTAL AMOUNT (PRICE OF ALL ITEMS AND SERVICES OF BOM ADDED TOGETHER.)**

O. **Completeness of the work**

The contractor should be self sufficient to complete the work with the satisfaction services for the tenderer. Any short coming noticed at any stage is liable for the tender to be rejected, with the sole responsibility of the tenderer.
# CHECK LIST

Please ensure to check the following before submitting quotation otherwise, quotation will be liable for rejection:

<p>| | | |</p>
<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>Price</td>
<td>Price quoted both in figures and words are correct. However price quoted in words will prevail, if there is any difference.</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Validity of offer</td>
<td>Up to 31 July 2020.</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Payment terms quoted *</td>
<td>No advance/part payment will be made. Payments will be done after every quarter on satisfactory completion of work, if accepted by this office. Payment will be made in INR only.</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td>Delivery period</td>
<td>The work is to be completed within time frame from the date of work order.</td>
</tr>
<tr>
<td><strong>6</strong></td>
<td>Packing &amp; forwarding charges.</td>
<td>Should be clearly indicated. Mentioning “EXTRA” will not be acceptable. Delivery is to be made at <strong>Doordarshan Kendra, Drive In Road, Thaltej, Ahmedabad-54</strong></td>
</tr>
<tr>
<td><strong>7</strong></td>
<td>Payment of statutory levies/ Taxes</td>
<td>Levis/Taxes if any are to be clearly mentioned.</td>
</tr>
<tr>
<td><strong>8</strong></td>
<td>Transit Insurance</td>
<td>Clearly indicate as per clause K of GTC.</td>
</tr>
<tr>
<td><strong>9</strong></td>
<td>Compliance</td>
<td>Compliance as per clause ‘P’ confirming to technical Specification of Annexure-I.</td>
</tr>
<tr>
<td><strong>10</strong></td>
<td>Enclosures</td>
<td>As per clause “M” of GTC</td>
</tr>
</tbody>
</table>
MAINTENANCE OF 4 X 70 TON AC PLANT AT DDK AHMEDABAD

Following works to be carried out in Blue Star make A. C. Plant (4 x 70 TON)
Model No: LCWX 1070 DiC of DDK, Ahmadabad (Including Material).

01. A.C.PLANT
A. C. Plant (4 x 70 TON) with Screw Compressor type: RC 2 – 260B – VI 2.6

01. De-scaling work of condenser units of plant No. 1, 2 and 3.
02. Replacement of lubricating oil (Compressor oil) of 4 Plants, which will be supplied by the Kendra.
03. Cleaning of oil filters for all 4 Nos. of plant.

02. Maintenance Work of AHU’s – Total 8 Nos:

Type of AHU’s: DOUBLE SKIN AHU’s ZECO.

1. Cleaning of all filters of all the 08 AHU’s.
2. Cleaning of Cooling Coil of all AHU’s with chemical.
3. Replacement of doating Three way valves of AHU 1A, 1B & 7, which will be supplied by the Kendra.

Type of doating Valves to be worked upon:

AHU 1A&1B – Pipe Size – 80NB
3 Way Valve Size – 65 NB

AHU 7 – Pipe Size – 50NB
3 Way Valve Size – 40NB
## Bill of Material:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Total Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>MAINTENANCE OF 4 X 70 TON AC PLANT INCLUDING ALL AHU UNITS AT DDK AHMEDABAD</td>
<td>Job Work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>Replacement of Lubricating oil (Compressor Oil) of 04 Plants, which will be supplied by the Kendra.</td>
<td>04 Plants.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>Cleaning of oil filters for all 4 Nos. of plant.</td>
<td>04 Plants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>Replacement of doating three way valve, AHU 1A, 1B, which will be supplied by the Kendra. Pipe Size – 80NB 3 Way Valve Size – 65 NB</td>
<td>02 Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Replacement of doating three way valve, AHU 7 : Pipe Size – 50NB 3 Way Valve Size – 40NB Which will be supplied by the Kendra.</td>
<td>01 No</td>
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</tbody>
</table>